



STATE OF TENNESSEE  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
DIVISION OF MENTAL RETARDATION SERVICES  
ANDREW JACKSON BUILDING, 15<sup>th</sup> FLOOR  
500 DEADERICK STREET  
NASHVILLE, TENNESSEE 37243

**MEMORANDUM**

**To:** All Clinical Providers  
**From:** Stephen H. Norris  
Deputy Commissioner  
**Date:** June 24, 2005  
**Subject:** Physical Nutritional Classes Training

As per the Provider Manual, all clinical therapists are required to attend the new Mealtime Challenges, Challenges in Physical Management, and Enhancement courses by specific discipline. All current therapists will have until **December 31, 2005** to obtain the training. As of **May 17, 2005**, all new therapists will need to complete the training within 60 days of their employment date.

Please check the Quarterly Training Calendar at [www.state.tn.us/dmrs/training](http://www.state.tn.us/dmrs/training) for training dates or contact your Regional Training Coordinator at the following telephone numbers:

Loretta Coleman, West Tennessee Regional Office - (901) 213-1813  
Alice Taylor, East Tennessee Regional Office - (423) 787-6757 ext. 112  
Tina Mount, Middle Tennessee Regional Office - (615) 884-1938

If you have any further questions or concerns, please contact Kimberly Dean at (615) 741-7275.

SHN:kd

cc: CO Directors  
Regional QA Directors  
Regional Training Coordinators  
Regional Operations Directors  
Regional Directors

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